

Request Type:

Accounting Software: Other

ISSUER/COMPANY INFORMATION

Company Name *				Company Number (if available)
Issuer Name Scotiabank	Issuer ID/Card Type (Select One) *	Processor Name TS1,TSYS	Processor ID 8	SVBC Corp. Account * 4537
Scotiabank Representative Name *				

Coordinator Name *	Coordinator Email (Welcome email will be sent to the email address provided below) *
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* Mandatory field

ENDPOINT INFORMATION

Endpoint Type:

DELIVERY CHANNEL INFORMATION

File Format:
File Naming Convention:
Frequency:

ENDPOINT CONNECTIVITY DETAILS

SFTP/FTPS

Connectivity Protocol	PGP Key Attachment	IP Address/Hostname	Port
Delivery Directory	User ID	If SSH Key Authentication, Specify Key Type:	Visa Will Provide SSH Key
Visa Internal			
Notes			

SUBMISSION CHECKLIST for SFTP/FTPS Delivery Methods

<input type="checkbox"/> Visa IP addresses (198.241.175.62, 198.241.175.64) whitelisted in network directory.	<input type="checkbox"/> Read/Write access granted for delivery directory
	<input type="checkbox"/> Confirm PGP/GPG Key attached SFTP/FTPS delivery

Terms and Conditions that apply to this Data Transmission Service (also referred to as the Service):

Fee No.	Particulars	Description	Unit	Price
1.	Data Transmission Fee	This will be charged for each transaction data sent.	Per each transaction	\$0.35
2.	Transmission Set Up fee	This one time set-up fee will apply per transmission for coding, testing, and implementing the transmission.	One-time Fee	\$1,000

This request/ enrollment form (the "Amendment") applies to the Services Agreement (as defined below) and amends such Services Agreement as described herein.

1. Fees and Fee changes: Notwithstanding anything else contained in the Scotiabank Visa Business Card Services Agreement between the Bank and Company, as amended from time to time (the "Services Agreement"), all fees in the Data Transmission Fee Chart above will apply upon the date indicated above that this Amendment is fully signed by both parties (the "Effective Date"). The Bank may modify the fees in the Data Transmission Fee Chart with 30 days prior notice to the Company.

2. Warranties; Representations:

- (i) The Data Transmission Service is provided "AS IS" with no warranties expressed or implied of any kind, including, without limitation, any guarantee that information is accurate or complete or current at all times or the implied warranties of merchantability, fitness for a particular purpose and/or non-infringement. The Bank and its third party providers that support the Data Transmission Service are not responsible for any errors or omissions, or for the results obtained from the use of this Service.
- (ii) Data downloaded or otherwise obtained from the Data Transmission Service shall be derived from transaction and other data obtained from various sources. The accuracy of data and reports generated using the Data Transmission Service depends upon the accuracy of the data received by Scotiabank including from you and Scotiabank's Third Party provider that supports the Service or that you the Company engage to support the Service on your behalf.
- (iii) The Bank shall not be responsible for the acts or omissions relating to this Data Transmission Service including by any third party provider engaged by the Bank or by the Company in support of the Service the accuracy of any data provided through the Data Transmission Service, or for reports based on inaccurate data from the Data Transmission Service.

3. Modifications to the Service: Any material modification of the Service requested by the Company may result in a delay in scheduling or completing the implementation of the Service and/or result in an increase in fees that apply to this Service.

4. Term / Termination: The term of this Amendment shall begin on the Effective Date (as noted below) and shall continue until the earlier of (i) the date the Services Agreement is terminated; (ii) the date the Company gives written notice (including electronically or by pdfs) of its request to terminate this Service by completing a closure form (in the form provided by Scotiabank) and delivering such form to Scotiabank; or (iii) immediately on the date that Scotiabank no longer offers the Service (Scotiabank will provide the Company with notice of such in writing or electronically). Upon termination of this Amendment for any reason, the Company shall pay the Bank all fees due for any Data Transmission Service provided up to and prior to the termination date.

AGREEMENT & ACKNOWLEDGMENT

This Amendment may be executed in multiple counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. Delivery of an executed signature page to this Amendment by electronic or facsimile transmission shall be as effective as delivery of an original executed copy of this Amendment.

By signing this Amendment, including by electronic transmission (including pdf), you as the Company, agree to continue to be bound by the Services Agreement and only to the extent modified by this Amendment, all terms and conditions in the Services Agreement continues to apply unamended.

IN WITNESS WHEREOF the authorized representative(s) of the Company has executed this Amendment as of the last date below (the "Effective Date"):

Name & Title (Print)	Signature	Date Signed (mm/dd/yyyy)
Name & Title (Print)	Signature	Date Signed (mm/dd/yyyy)

*Visa Inc./Licensed User. Other brand and product names are trademarks of their respective companies.

FAQ

What is the completion time for a setup? Target completion is 10-12 business days from when the form is correct & complete with a successful test connection from Visa to the endpoint. Additional time will be needed for FTPS implementations.

Can we provide a URL to a location to pick up the PGP key? We require the PGP key to be attached directly to the form.

What IPs will Visa transmit from? 198.241.175.62, 198.241.175.64

What is your default port? 22

Can I use a different port from 22? Yes, however this will significantly increase the setup time.

Where can I include information I want to share when there is no specific field? Use the notes field to provide any information that doesn't have a dedicated field or when you want to convey additional information/clarification.

What if I have more than 4 companies going to the same endpoint? You can add the additional companies in the notes field. Just be sure to provide the Company ID AND Company Name for each additional company.

How do I know if the given IP addresses on the form in the Submission Checklist have been whitelisted?

Check with the endpoint receiving the files. They will need to add them to allow us to access their server through these addresses.

How do I know if Read/Write access has been granted for the provided Delivery Directory? Check with the endpoint receiving the files to ensure the credentials provided allow access to the folder we are dropping the file off at.

Can you pull the PGP key used in a previous setup and that if it's going to the same endpoint? We request to always attach the PGP key to each request to ensure the correct key is used and we can refer back to that key in the future if there is a need to know what key was used.

If I don't have all the necessary information to complete the form, can I just fill in random information and get the correct information to you later? No, please do not submit a form with invalid data as a temporary placeholder. If you have questions about a field, please contact your CCS Support representative.

Definitions by Section

Issuer/Company Information

Issuer – A financial institution or entity partnership that issues Visa credit cards.

Processor – This is a company that is directly connected to VisaNet and provides Authorization, Clearing, Settlement, or payment - related processing services for Issuers or Merchants.

Issuer ID – An identification number used to identify an Issuer, also known as a Bank ID. **Processor ID** – An identification number assigned to a Processor such Total Systems or First Data.

Endpoint Information

3rd Party – A company receiving transaction data on behalf of the Issuers Client. 3rd Parties must be PCI Compliant if cardholder details are not masked.

Delivery Channel Information

Multi-Byte Encoding – The support of multibyte character sets for non - European characters.

VCF – Visa Commercial File – The standard file format designed by VISA containing card transactions, merchant details and other transaction activity information.

VCF Fixed Length – Tab delimited with fields padded to maintain field length.

VCF Variable Length – Tab delimited without field padding.

VCF Multi-Byte Variable Length – Tab delimited without field padding that supports inbound and outbound of non-European characters such as Japanese or Chinese.

Visa IntelliLink Data Solutions – An application that allows users to send the standard VCF or customize outbound file formats. If you are interested in this product please contact your support Account Manager or contact CCSSUPPORT@VISA.COM.

Extract A – An extract format that contains airline transactions only.

SAP R/3 – A format structured to load into a SAP ERP application. For file specifications please contact your SAP representative.

T11 – The billing period record within the VCF that defines closing date for an ending period and open date for the coming period.

Endpoint Connectivity Protocol

SFTP – Secure File Transfer Protocol - Allows secure transfer of data over networks.

FTPS – File Transfer Protocol Secure - Allows secure transfer of data over networks with SSL digital certificate.

SSL – Secure Sockets layer – The standard security technology for establishing an encrypted link.

SSH – Secure Socket Shell – An encrypted network protocol to allow remote login using a digital certificate or key. Visa provides this key to clients who wish to use this option.

PGP/GPG – Pretty Good Privacy/GNU Privacy Guard – A security key used to encrypt or decrypt data.